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T/IV/M-1
23 November 1964

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

TASK TEAM IV - INSTALLATIONS

Minutes of the First Meeting, 16 November 1964

Members or Their Representatives Present

25X1

DIA - [   ] Chairman
        [   ], USAF
CIA -
ARMY - Lt. Col. Clyde H. Mangold
CSS - [   ], Secretary

Others Present

None

1. The Chairman opened the first meeting of the Task Team by welcoming everyone, and by calling attention to the suggested Terms of Reference drafted by [   ] He commented that the Terms in general provided an excellent starting point, and he added that he was indeed pleased to have a task as well defined as this team's, and that he hoped the team could move rather quickly along the road toward a satisfactory design for installation identification information. He conceded that the task was still a complex one and cautioned that care would need to be exercised to avoid losing too much time following interesting, though not essential, paths of inquiry.

2. The Chairman then called for comments from anyone present and a fairly brisk discussion of the task and some implication ensued. [   ] called for a consideration of the Team's formatting task in fairly broad context, in relation to the ultimate purpose of formatting, i.e., to obtain the information in the most timely fashion and in the most usable form. Along this line, he pointed out that certain technical means of collection for identification information far outstripped the more conventional reporting systems. He remarked that much of the potential value of conventionally reported information was lost simply because it arrived too late to be merged with the technical collection outputs being put together for briefings of key

Group I
Excluded from automatic
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officials. He conceded that for retrospective research and analysis the
delay was not too serious. [   ] cited several other aspects of   25X1
the reporting systems which he felt provided essential context for the
Team's work on formatting. These included (a) the need for effective feed-
back evaluation and re-guidance to the field reporter; (b) the need for
fuller and more expedited use of existing reporting systems, such as, the
25X1   [   ]rogram; (c) the need for systematic exploitation of
unclassified sources of installation identification data; (d) the need for
some way to accumulate installation identification information ahead of
"crash" needs [   ]   25X1

   3. It was agreed, after some further discussion that the Teams should
operate as a study group assigned the job of devising a format which would
be the best one from the point of view of all interested parties, i.e.,
the collectors, the initial users and the retrospective researchers, the
machine storage people, and the users who need this identification data to
be merged in general analytic intelligence files. It was also agreed that
the Team should meet frequently, that CIA Langley building was most
convenient, and that the next meeting should be held at 10:00 A.M. on
Monday, November 23, 1964, and that the TFP coordinator should be invited
to participate.

   4. The main item of the next meeting will be the review and approval
of the DRAFT Terms.

                                                                                 25X1

                                        Secretary

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